



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

**PUBLIC MEETING NOTICE: REAL ESTATE EDUCATION COMMITTEE**

**MEETING DATE AND TIME: Thursday January 6, 2009 at 9:00 a.m.**

**PLACE: Division of Professional Regulation  
861 Silver Lake Boulevard, Cannon Building  
Second Floor Conference Room A  
Dover, Delaware**

**AMENDED AGENDA**

(Amended items are noted by an asterisk)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
  - 2.1 Meeting Minutes – December 4, 2008
- 3.0 Unfinished Business
  - 3.1 Discussion Regarding Course Monitor Responsibilities
- 4.0 New Business
  - 4.1 Review of Letters of Intent and Course Evaluations
  - 4.2 Review of Course Provider Applications
    - 4.2.1 Course Provider: Sussex County Association of Realtors
      - 4.2.1.1 Course Title: Stress Management: The Ups & Downs of the Real Estate Market  
Credit Hours: 3
      - 4.2.1.2 Course Title: Running Your Real Estate Career as a Business  
Credit Hours: 3
      - 4.2.1.3 Course Title: Fair Housing Seminar  
Credit Hours: 3
      - 4.2.1.4 Course Title: Environmental Issues and the Real Estate Transaction  
Credit Hours: 3
    - 4.2.2 Course Provider: Concentrance Consulting Group on behalf of US Dept. of Housing & Urban Development/Federal Housing Administration
      - 4.2.2.1 Course Title: FHA Basics for Real Estate Professionals  
Credit Hours: 3
    - 4.2.3 Course Provider: New Castle County Board of Realtors

- 4.2.3.1 Course Title: Housing & Economic Recovery Act  
Credit Hours: 2
- 4.2.4 Course Provider: Delaware School of Real Estate
- 4.2.4.1 Course Title: New Agency – The Whys, How's and Wherefores  
Credit Hours: 3
- 4.2.5 Course Provider: Frederick Academy of Real Estate
- 4.2.5.1 Course Title: Short Sales Done the Right Way  
Credit Hours: 3

4.3 Review of Instructor Applications

- 4.3.1 Peter Spina  
Continuing Education: Professional Enhancement: Real Estate Financing
- 4.3.2 Kellie Scherrer  
Continuing Education: Professional Enhancement: Real Estate Financing
- 4.3.3 Ernest Nichols  
Continuing Education: Professional Enhancement: Real Estate Financing
- 4.3.4 Sandra Montgomery  
Continuing Education: Professional Enhancement: Real Estate Financing

4.4 Review Student Requests for Approval of Educational Activity

4.5 Review Resume for Tim Riale - Candidate to Fill Education Committee Professional Member  
Vacancy in Sussex County

\*4.6 Election of Officers

5.0 Correspondence

5.1 Memorandum from James Collins Regarding Operational Changes

6.0 Other Business before the Committee (for discussion only)

7.0 Public Comment

8.0 Next Meeting – February 5, 2009, 9:30 a.m.

9.0 Adjournment

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**